



Shelby County Government
A C Wharton, Jr., Mayor

Executive Committee
Scott Fleming, Chairman
Nick Clark, Vice-Chairman
Cato Johnson, Vice-Chairman
Nisha Powers, Secretary

Committee Members
David Lillard, Commissioner
Deidre Malone, Commissioner
Dr. Thomas Glass
Aubrey Howard
David Pickler
Patrice Robinson
Jay Weatherington

Needs Assessment Committee

Meeting Minutes

Tuesday, March 8, 2005

160 N. Main Street, Mayor's Conference Room, 8th Floor

Committee members present:

Scott Fleming, Chairman
Nick Clark, Vice-Chairman
Cato Johnson, Vice-Chairman
Nisha Powers, Secretary
Jay Weatherington

Wanda Halbert
Commissioner Deidre Malone
David Pickler
Patrice Robinson

Committee members absent:

Dr. Thomas Glass
Commissioner David Lillard

Aubrey Howard

NAC Consultants present

Carolyn Staskiewicz, DeJong
Joe Skinner, JAED
Jim Hutchinson, JAED

School personnel present:

Dr. Carol Johnson, Superintendent, MCS
Lavon Alston, Chief Operations Officer, MCS
Alexander Sasfras, Policy Planning, MCS
Tom Marshall, MCS Consultant
Jimmie Tucker, MCS Consultant
Dr. Jeff Warren, Memphis Board of Education Member
Dr. Richard Holden, Assistant Superintendent, SCS
Maura Sullivan, Director of Research and Planning, SCS

Shelby County Administration and staff:

John Folks, CAO
Kevin Gallagher, Mayor's Office, Public Affairs
Grace Hutchinson, Deputy Director, Finance and Administration
Marion Jones, Senior Planner, Memphis and Shelby County DPD

Visitors present:

Channel 5
Éthele Hilliard, Partners in Public Education
Jodi Groover, Fleming and Associates
Dr. Susan Roakes, U of M, Dept. of City and Regional Planning

Chairman Scott Fleming called the meeting to order at 8:49 A.M.

Welcome

Chairman Fleming welcomed everyone and thanked them for coming. Chairman Fleming acknowledged some members of the NAC are on spring break.

Introductions

Chairman Fleming introduced Carolyn Staskiewicz, Joe Skinner and Jim Hutchinson of the joint venture team of DeJong/JAED. Chairman Fleming asked each consultant to provide information about their personal expertise and experience as well as the expertise and experience of their firm.

Chairman Fleming stated the Executive Committee had met with Mayor Wharton on February 18, 2005 to discuss retaining a consultant. The consultants will be paid from private donations. The Mayor was amiable to extending the deadline for the NAC to make recommendations to the Shelby County Board of Commissioners in order to retain the services of a consultant. Chairman Fleming has also spoken with Commissioner Lillard about extending the deadline. The Executive Committee contacted CEFPI to assist in developing a list of potential consultants that could be used and issued an RFP to those consultants. The joint venture team of DeJong/JAED was selected based on the proposals that were received.

The consultants will prepare a preliminary report to present to NAC on March 25, 2005. The first report will contain recommendations for square footage costs and the suggested number of square feet per student. A more comprehensive report will be delivered April 25, 2005. The second report will make recommendations regarding cost per square foot, the suggested number of square feet per student, and a prioritized list of capital expenditure requests submitted by MCS and SCS based on NAC priorities.

When Chairman Fleming asked Commissioner Malone her opinion about extending the deadline, Commissioner Malone stated that she concurred with the recommendation.

A brief discussion ensued regarding the role of NAC and the joint venture team. Chairman Fleming stated that the premise in hiring the consultants is “trust, but verify” information provided by both school systems. The consultants will meet with both school systems and will also provide NAC with information regarding best practices.

Chairman Fleming asked for a motion to retain the services of DeJong/JAED. Vice-Chairman Nick Clark made a motion to retain the joint venture team of DeJong/JAED. Patrice Robinson seconded the motion.

ACTION: The members of the NAC present voted unanimously to retain the services of the joint venture team of DeJong/JAED.

Chairman Fleming introduced Eithlele Hillard, President of Partners in Education. Randy Baker, Executive Director of Shelby County Schools Educational Foundation was also invited, but unable to attend this meeting.

Old Business

Approval of the January 21 and February 3, 2005 Meeting Minutes: Chairman Fleming stated the February 3 Meeting Minutes needed to be corrected to show Mr. Tucker in attendance. Vice-Chairman Nick Clark made a motion to approve the minutes as corrected. Patrice Robinson seconded the motion.

ACTION: The members of NAC present voted unanimously to approve the January 21 and February 3, 2005 meeting minutes as corrected.

Review of SF recommendations-updated chart: Mr. Tom Marshall distributed a handout entitled “Best Practices Data/Comparative Analysis”. The revised chart incorporates Dr. Glass’ breakdown of information as requested by NAC. Mr. Marshall stated that MCS has reduced its square footage per student by 18-25% over the last several months and these square footage requirements are shown on the revised chart. This chart does not include land acquisition costs but includes construction costs.

Patrice Robinson made a motion to accept the revised chart containing Dr. Glass’ recommendation and to forward this information to the consultants. Vice-Chairman Cato Johnson seconded the motion.

ACTION: The members of NAC present voted unanimously to accept the revised chart and forward it to the consultant.

ADA costs in today’s dollars: Mr. Tom Marshall distributed a two page handout. Page 1 contains MCS ADA Funding Request for Year 1 totaling \$21,433,505 and page 2 contains ADA Funding Request for Year 2 totaling \$21,803,129. These requests contain a contingency, and a provision for A/E Surveys/Testing. Year 2 totals contain a one year inflation rate of 3.2%.

Mr. Marshall stated that these charts are consistent with the Department of Justice’s request. MCS is attempting to comply first where ADA students are currently in attendance. The Department of Justice refers to this practice as perpetuating existing condition of disparity.

Cap. Ex. Request Update: Secretary Nisha Powers distributed a handout entitled “Capital Expenditure Requests” which summarizes all capital requests as submitted by both school systems. These requests were listed by the various categories (ADA, Environmental Conditions, etc.) and prioritized according to the NAC priorities.

The handout also included a proposed funding schedule for the next 5 years. Ms. Powers indicated that this was an attempt to illustrate a methodology for distributing expenditures (land acquisition, design, furniture and equipment, etc.) which will extend over multiple fiscal years. Ms. Powers indicated that several of the requests, such as ADA compliance cannot be completed within one year. Since the NAC does not know the level of funding available from Shelby County, the NAC needs to be able to further prioritize the requests.

Mr. Pickler stated that the new construction chart stated only SCS’s most pressing need for the new schools in the southeast, and that SCS has other needs. Chairman Fleming stated that Dr. Holden would be allowed time to present SCS’s addendum.

Dr. Johnson said MCS would finish its 5 year plan in May. She also stated that there would need to be a place for students if the portable classrooms are phased out.

Mr. Pickler felt the overcrowding situation in the southeast is as much a Priority I as life/safety issues because overcrowding can result in life/safety issues.

Meeting between NAC Executive Committee and SCS/MCS (2/11) (Fleming):

Meeting between Mayor Wharton and Executive Committee (2/18) (Fleming):

Chairman Fleming stated these meetings occurred and asked the Executive Committee if they would like to comment. The Executive Committee had no comments. Chairman Fleming included these items on the agenda due to references contained in past meeting minutes.

Dr. Glass letter (2/10/05)-inflation, enrollment capacity, projects: Chairman Fleming mentioned Dr. Glass' concerns as outlined in a letter that was previously handed out.

Other old business: NAC members asked Commissioner Deidre Malone several questions regarding what the County Commission wanted to see in terms of the NAC recommendations and if she envisioned another agreement similar to the 655 Agreement.

Vice-Chairman Nick Clark asked if the County Commission wanted the FY05-06 recommendations structured for expenditures over several years. Vice-Chairman Cato Johnson asked what the County Commission wanted to see and how it should be presented. Commissioner Malone felt the recommendations should be strategic and expenditures should be structured over several years. Commissioner Malone did not foresee another 655 Agreement. Grace Hutchinson concurred. Commissioner Malone stated SCS had sent a letter to legislators in Nashville supporting the County's legislative package that earmarked money for education. She asked the MCS to do the same. MCS stated that a letter supporting the County's legislative package had been sent.

Dr. Johnson stated that new construction is planned 18-24 months in advance, and even with that schedule the school system is struggling to open their doors in a timely manner. A school system must be constantly looking forward, must meet various demands, and cannot do so in a piecemeal approach from one year to the next.

Dr. Jeff Warren urged NAC to recommend taxing authority for schools. Mr. Pickler concurred. Ms. Halbert stated there are numerous Federal and State mandates for local education officials to implement. She felt state officials should support local education officials by providing them with the means to implement the Federal and State mandates. Chairman Fleming stated this was an issue on which NAC would not take a position.

New Business

Program differences between MCS/SCS: Mr. Jimmie Tucker distributed a handout entitled "Comparison of MCS and SCS Programs". The handout provided a comparison of the prototype for elementary, middle and high schools along with each school system's square footage per student allocation. Elementary schools are essentially the same.

Factors that create differences in gross square footage at the middle school level are:

- MCS offers Careers and Technology Curriculum at the middle school level but SCS does not.
- MCS has more Title I students that require more intervention.
- MCS provides an auditorium in its middle schools.
- MCS provides larger gyms to provide 4 classes of physical education and seating for its entire student body on both sides of the court. SCS provides 600 seats on one side.

Factors that create differences in gross square footage at the high school level are:

- SCS prototype high school's capacity is 2000 student as compared to 1200 in MCS.
- Basic building infrastructure being equal, SCS high schools have a larger student body with the overall result being SCS's gross square foot per student ratio is less than MCS. (Economy of scale difference)
- MCS auditoriums are designed to seat the entire student body of 1200, SCS auditoriums typically seat 600-700.

The final table shows the total number of square feet for elementary, middle and high school for MCS and SCS.

Chairman Fleming asked why there was a difference in construction standards for high schools between the two schools systems.

Dr. Johnson stated the County is in need of space, their schools are compact and cost efficient. The City can fill up a school for 1200. Smaller schools are easier to manage. Research shows high schools should be smaller than 750 students. Gates funds schools smaller than 500. Mr. Pickler stated there is tremendous growth in the County that equals a necessity or demand. Dr. Holden stated that the capital cost and economies of scale is just one piece of the puzzle.

Ms. Halbert stated MCS has many Title 1 students. These students are impacted by socio-economic factors. Dr. Johnson said there are 200 autistic children in the MCS system. These children can be mainstreamed for only a portion of the day. There must be space to break these children out the remainder of the day. Research shows there are consequences for children living in poverty in urban areas, especially if these students attend large schools. These students need a stronger relationship between schools, families and the community. There is a greater need for management and safety issues. Mr. Pickler said there are pockets of Title 1 students in Shelby County as well.

Chairman Fleming stated this is great dialogue.

Shelby County Schools Addendum to Annual Capital Request Needs Report: Dr. Richard Holden and Maura Sullivan presented an addendum of 8 projects thru FY 2009 to the NAC. This document lists more accurately SCS needs based on its 5 year capital budget plan as opposed to the original submittal that was based on NAC's needs. Dr. Holden stated there was one change. Elmore Park Middle School went from renovation to a new facility recommendation. An architect will be retained to verify replacement rather than renovation.

Projects contained in this document include:

- Rivercrest Elementary School Addition occupancy needed by August 1, 2007.
- New elementary school in East Cordova Area occupancy needed by August 1, 2007.
- New middle school in Southwest Collierville Area occupancy needed by August 1, 2007.
- Collierville Middle School Renovation occupancy needed by August 1, 2008.
- Elmore Park Middle School Replacement occupancy needed by August 1, 2008.
- Shadowlawn Middle School Renovation Occupancy needed by August 1, 2008.
- New middle school in Northwest Bartlett occupancy needed by August 1, 2009.
- New elementary school in Arlington/Lakeland Area occupancy needed by August 1, 2009.

Chairman Fleming thanked Dr. Holden and Mrs. Sullivan for their presentation.

Meeting of the Whole is scheduled for Monday, March 14 at noon rather than 11:30 A.M. Mayor Wharton asked for the change so he could attend the presentation to the County Commission. Mr. Fowkles is making the arrangements for the schedule change. Chairman Fleming encouraged NAC members and school representatives to attend the meeting if their schedule permits.

Next NAC Meeting: The next meeting date was not discussed nor a meeting date set.

Chairman Fleming adjourned the meeting at 10:30 A.M.

Chairman Fleming asked Mr. Marshall and Dr. Holden to arrange a meeting date with the consultants.

Meeting Summary

- NAC retained the services of the joint venture team of DeJong/JAED. DeJong/JAED presented an outline of the scope of services and time schedule for deliverables to NAC.
- NAC approved the January 21 and February 3, 2005 Meeting Minutes as corrected. These are posted on the DPDGOV.com website.
- NAC received information on updated square footage recommendations and ADA costs in today's dollars from Tom Marshall; Mr. Tucker presented program differences between MCS and SCS that result in square footage differences per student and building capacity differences; Secretary Nisha Powers presented a capital expenditure requests table based on information from MCS and SCS; and Dr. Holden and Mrs. Sullivan presented SCS's Addendum to Annual Capital Request Needs Report.
- Chairman Fleming announced a Meeting of the Whole is scheduled before the Shelby County Board of Commissioners on Monday, March 14, 2005 at noon.
- MCS and SCS representatives were asked to schedule a meeting with the joint venture team of DeJong/JAED.

Respectfully submitted,

Nisha Powers
Secretary

Date